

## **Guidance Notes for Members of the Public for London Thames Gateway Development Corporation Planning Committee Meetings**

### **Introduction:**

London Thames Gateway Development Committee (LTGDC) is committed to the highest standards in decision-making to provide confidence in its decisions as a planning authority. It has a Planning Code of Practice which applies to all members of the Planning Committee, the principle of which is that its decision-making is open, objective and fair, and is based strictly in accordance with planning principles.

### **Meeting:**

A number of people sit at the top table. These are members of the Planning Committee, LTGDC Planning staff who are there to present reports, the Committee Clerk who takes minutes, and the Corporation's legal adviser.

### **Public Speaking Process:**

Objectors and supporters who have written in to comment on a planning application will be contacted by LTGDC no less than 6 working days before the committee meeting due to determine the application to ask whether they wish to speak at the meeting. Where objectors have requested to speak, applicants or their representatives will be asked whether they wish to speak. Applicants or their representatives will not normally be asked to speak where the application is recommended for approval and there are no requests from objectors to speak. Unless otherwise agreed by the Committee Chair, the maximum total times allowed for speakers will be five minutes for objectors and five minutes for applicants. If several objectors wish to speak they will share the five minute period and be encouraged to nominate one speaker where possible. If the applicant and one or more speakers wish to speak they also will share the five minute period and will be encouraged to nominate one speaker where possible.

All those who have written in and who wish to speak must contact the LTGDC Committee Clerk no later than 5pm two working days before the date of the Planning Committee meeting: contact Sarah Egan, LTGDC, 9<sup>th</sup> floor, South Quay Plaza III, 189 Marsh Wall, London E14 9SH, Tel: 020 7517 4751, email [sarah.egan@ltgdc.org.uk](mailto:sarah.egan@ltgdc.org.uk). They should provide contact details and identify whether they wish to speak for or against the motion.

### **Decision-taking at the Committee:**

Where items are uncontroversial, Planning Committee may sometimes make a decision based on the report of the planning officer without extensive discussion. It is expected that normally planning applications will be determined as follows:

- the Chair takes the item as it appears on the agenda
- the objector(s) speak as detailed above
- the applicant / applicant's representative speak as detailed above
- committee members may ask questions of those who have spoken
- planning officer will respond and present the report.

When decisions are taken that are contrary to the planning officer's recommendation, the committee will give reasons for its decision based on planning grounds, and a detailed minute will be placed on the application file.